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GENERAL SERVICES ADMINISTRATION  
WASHINGTON, DC 20405

PBS 1095.1A  
December 2, 1971

GSA ORDER

SUBJECT: Environmental Statements

1. Purpose. This order prescribes the procedures to be followed in implementing section 102(2)(C) of the National Environmental Policy Act of 1969 (Public Law 91-190), hereinafter referred to as the Act; Executive Order 11514 of March 5, 1970, Protection and Enhancement of Environmental Quality; section 309 of the Clean Air Act, as amended; and the Guidelines issued by the Council on Environmental Quality (CEQ), for preparing environmental statements, hereinafter referred to as the Guidelines, published in the Federal Register on April 23, 1971, Volume 36, page 7724, with regard to the design, construction, alteration, operation, use, and exchange of public buildings and sites, and the lease or purchase of commercial facilities to house Federal activities.

2. Cancellations. PBS 1095.1 is canceled.

3. Background.

a. Section 102 of the Act directs all Federal agencies (1) to develop methods and procedures which will insure that environmental amenities and values are given appropriate consideration in decision-making along with economic and technical considerations and (2) to prepare a detailed statement on recommendations or reports on legislative proposals and major Federal actions that would significantly affect the quality of the human environment. Executive Order 11514 effectuates the purpose and policy of this Act, and Guidelines implementing the Act have been issued by the CEQ. A copy of these Guidelines is included as Attachment A.

b. Section 309 of the Clean Air Act provides that the Administrator of the Environmental Protection Agency (EPA) shall review and comment in writing on the environmental impact of major Federal actions to which section 102(2)(C) of the Act applies when areas of EPA responsibility are significantly affected. Further, section 309 requires that all proposed legislation and regulations related or touching upon areas of EPA responsibility must be submitted to the Administrator of EPA for his review and comment whether or not section 102(2)(C) applies. (See also Paragraph 6.e. and 10 of Attachment B.) EPA responsibilities include air and water quality, noise abatement and control, pesticide regulation, solid waste disposal, and radiation criteria and standards.

4. Responsible officials. The Regional Director, PBS, the Assistant Commissioner for Operating Programs, and the Assistant Commissioner for

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Operational Planning are initially responsible (1) for determining whether an action is "major" and will "significantly affect the quality of the human environment" and (2) for preparation and submission of environmental statements on actions within their jurisdiction. Their determinations are subject to review and approval by the Commissioner, PBS. They shall obtain assistance as required from the Assistant Commissioners for Buildings Management, Construction Management, and Space Management.

5. Procedures. Implementation procedures are contained in Attachment B to this order.

6. Reports. The report required by this order is exempt from the reports control program.



A. F. SAMPSON  
Commissioner, Public Buildings Service

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OFFICE OF OPERATING  
PROGRAMS  
ADMINISTRATIVE STAFF  
GSA - PBS

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ATTACHMENT A  
NOTICESCOUNCIL ON  
ENVIRONMENTAL QUALITY  
STATEMENTS ON PROPOSED FEDERAL  
ACTIONS AFFECTING THE EN-  
VIRONMENT

## Guidelines

1. *Purpose.* This memorandum provides guidelines to Federal departments, agencies, and establishments for preparing detailed environmental statements on proposals for legislation and other major Federal actions significantly affecting the quality of the human environment as required by section 102(2)(C) of the National Environmental Policy Act (Public Law 91-190) (hereafter "the Act"). Underlying the preparation of such environmental statements is the mandate of both the Act and Executive Order 11514 (35 P.R. 4247) of March 4, 1970, that all Federal agencies, to the fullest extent possible, direct their policies, plans and programs so as to meet national environmental goals. The objective of section 102(2)(C) of the Act and of these guidelines is to build into the agency decision making process an appropriate and careful consideration of the environmental aspects of proposed action and to assist agencies in implementing not only the letter, but the spirit, of the Act. This memorandum also provides guidance on implementation of section 309 of the Clean Air Act, as amended (42 U.S.C. 1857 et seq.).

2. *Policy.* As early as possible and in all cases prior to agency decision concerning major action or recommendation or a favorable report on legislation that significantly affects the environment, Federal agencies will, in consultation with other appropriate Federal, State, and local agencies, assess in detail the potential environmental impact in order that adverse effects are avoided, and environmental quality is restored or enhanced, to the fullest extent practicable. In particular, alternative actions that will minimize adverse impact should be explored and both the long- and short-range implications to man, his physical and social surroundings, and to nature, should be evaluated in order to avoid to the fullest extent practicable undesirable consequences for the environment.

3. *Agency and OMB procedures.* (a) Pursuant to section 2(f) of Executive Order 11514, the heads of Federal agencies have been directed to proceed with measures required by section 102(2)(C) of the Act. Consequently, each agency will establish, in consultation with the Council on Environmental Quality, not later than June 1, 1970 (and, by July 1, 1971, with respect to requirements imposed by revisions in these guidelines, which will apply to draft environmental statements circulated after June 30, 1971), its own formal procedures for (1) identifying those agency actions requiring environmental statements, the appropriate time prior to decision for the consultations required by section 102

(2)(C), and the agency review process for which environmental statements are to be available, (2) obtaining information required in their preparation, (3) designating the officials who are to be responsible for the statements, (4) consulting with and taking account of the comments of appropriate Federal, State, and local agencies, including obtaining the comment of the Administrator of the Environmental Protection Agency, whether or not an environmental statement is prepared, when required under section 309 of the Clean Air Act, as amended, and section 3 of these guidelines; and (5) meeting the requirements of section 2(b) of Executive Order 11514 for providing timely public information on Federal plans and programs with environmental impact including procedures responsive to section 10 of these guidelines. These procedures should be consonant with the guidelines contained herein. Each agency should file seven (7) copies of all such procedures with the Council on Environmental Quality, which will provide advice to agencies in the preparation of their procedures and guidance on the application and interpretation of the Council's guidelines. The Environmental Protection Agency will assist in resolving any question relating to section 309 of the Clean Air Act, as amended.

(b) Each Federal agency should consult, with the assistance of the Council on Environmental Quality and the Office of Management and Budget if desired, with other appropriate Federal agencies in the development of the above procedures so as to achieve consistency in dealing with similar activities and to assure effective coordination among agencies in their review of proposed activities.

(c) State and local review of agency procedures, regulations, and policies for the administration of Federal programs of assistance to State and local governments will be conducted pursuant to procedures established by the Office of Management and Budget Circular No. A-35. For agency procedures subject to OMB Circular No. A-85 a 30-day extension in the July 1, 1971, deadline set in section 3(a) is granted.

(d) It is imperative that existing mechanisms for obtaining the views of Federal, State, and local agencies on proposed Federal actions be utilized to the extent practicable in dealing with environmental matters. The Office of Management and Budget will issue instructions, as necessary, to take full advantage of existing mechanisms (relating to procedures for handling legislation, preparation of budgetary materials, new procedures, water resource and other projects, etc.).

4. *Federal agencies included.* Section 102(2)(C) applies to all agencies of the Federal Government with respect to recommendations or favorable reports on proposals for (i) legislation and (ii) other major Federal actions significantly affecting the quality of the human environment. The phrase "to the fullest ex-

tent possible" in section 102(2)(C) is meant to make clear that each agency of the Federal Government shall comply with the requirement unless existing law applicable to the agency's operations expressly prohibits or makes compliance impossible. (Section 105 of the Act provides that "The policies and goals set forth in this Act are supplementary to those set forth in existing authorizations of Federal agencies.")

5. *Actions included.* The following criteria will be employed by agencies in deciding whether a proposed action requires the preparation of an environmental statement:

(a) "Actions" include but are not limited to:

(i) Recommendations or favorable reports relating to legislation including that for appropriations. The requirement for following the section 102(2)(C) procedure as elaborated in these guidelines applies to both (i) agency recommendations on their own proposals for legislation and (ii) agency reports on legislation initiated elsewhere. (In the latter case only the agency which has primary responsibility for the subject matter involved will prepare an environmental statement.) The Office of Management and Budget will supplement these general guidelines with specific instructions relating to the way in which the section 102(2)(C) procedure fits into its legislative clearance process;

(ii) Projects and continuing activities: directly undertaken by Federal agencies; supported in whole or in part through Federal contracts, grants, subsidies, loans, or other forms of funding assistance; involving a Federal lease, permit, license, certificate or other entitlement for use;

(iii) Policy, regulations, and procedure-making.

(b) The statutory clause "major Federal actions significantly affecting the quality of the human environment" is to be construed by agencies with a view to the overall, cumulative impact of the action proposed (and of further actions contemplated). Such actions may be localized in their impact, but if there is potential that the environment may be significantly affected, the statement is to be prepared. Proposed actions, the environmental impact of which is likely to be highly controversial, should be covered in all cases. In considering what constitutes major action significantly affecting the environment, agencies should bear in mind that the effect of many Federal decisions about a project or complex of projects can be individually limited but cumulatively considerable. This can occur when one or more agencies over a period of years puts into a project individually minor but collectively major resources, when one decision involving a limited amount of money is a precedent for action in much larger cases or represents a decision in principle about a future major course of action, or when several Government agencies individually make decisions about partial aspects of a major action. The lead agency

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should prepare an environmental statement if it is reasonable to anticipate a cumulatively significant impact on the environment from Federal action. "Lead agency" refers to the Federal agency which has primary authority for committing the Federal Government to a course of action with significant environmental impact. As necessary, the Council on Environmental Quality will assist in resolving questions of lead agency determination.

(c) Section 101(b) of the Act indicates the broad range of aspects of the environment to be surveyed in any assessment of significant effect. The Act also indicates that adverse significant effects include those that degrade the quality of the environment, curtail the range of beneficial uses of the environment, and serve short-term, to the disadvantage of long-term, environmental goals. Significant effects can also include actions which may have both beneficial and detrimental effects, even if, on balance, the agency believes that the effect will be beneficial. Significant adverse effects on the quality of the human environment include both those that directly affect human beings and those that indirectly affect human beings through adverse effects on the environment.

(d) Because of the Act's legislative history, environmental protective regulatory activities concurred in or taken by the Environmental Protection Agency are not deemed actions which require the preparation of environmental statements under section 102(2)(C) of the Act.

6. *Content of environmental statement.* (a) The following points are to be covered:

(i) A description of the proposed action including information and technical data adequate to permit a careful assessment of environmental impact by commenting agencies. Where relevant, maps should be provided.

(ii) The probable impact of the proposed action on the environment, including impact on ecological systems such as wildlife, fish, and marine life. Both primary and secondary significant consequences for the environment should be included in the analysis. For example, the implications, if any, of the action for population distribution or concentration should be estimated and an assessment made of the effect of any possible change in population patterns upon the resource base, including land use, water, and public services, of the area in question.

(iii) Any probable adverse environmental effects which cannot be avoided (such as water or air pollution, undesirable land use patterns, damage to life systems, urban congestion, threats to health or other consequences adverse to the environmental goals set out in section 101(b) of the Act).

(iv) Alternatives to the proposed action (section 102(2)(D) of the Act requires the responsible agency to "study, develop, and describe appropriate alternatives to recommended courses of action in any proposal which involves

unresolved conflicts concerning alternative uses of available resources"). A rigorous exploration and objective evaluation of alternative actions that might avoid some or all of the adverse environmental effects is essential. Sufficient analysis of such alternatives and their costs and impact on the environment should accompany the proposed action through the agency review process in order not to foreclose prematurely options which might have less detrimental effects.

(v) The relationship between local short-term uses of man's environment and the maintenance and enhancement of long-term productivity. This in essence requires the agency to assess the action for cumulative and long-term effects from the perspective that each generation is trustee of the environment for succeeding generations.

(vi) Any irreversible and irretrievable commitments of resources which would be involved in the proposed action should it be implemented. This requires the agency to identify the extent to which the action curtails the range of beneficial uses of the environment.

(vii) Where appropriate, a discussion of problems and objections raised by other Federal, State, and local agencies and by private organizations and individuals in the review process and the disposition of the issues involved. (This section may be added at the end of the review process in the final text of the environmental statement.)

(b) With respect to water quality aspects of the proposed action which have been previously certified by the appropriate State or interstate organization as being in substantial compliance with applicable water quality standards, the comment of the Environmental Protection Agency should also be requested.

(c) Each environmental statement should be prepared in accordance with the precept in section 102(2)(A) of the Act that all agencies of the Federal Government "utilize a systematic, interdisciplinary approach which will insure the integrated use of the natural and social sciences and the environmental design arts in planning and decisionmaking which may have an impact on man's environment."

(d) Where an agency follows a practice of declining to favor an alternative until public hearings have been held on a proposed action, a draft environmental statement may be prepared and circulated indicating that two or more alternatives are under consideration.

(e) Appendix 1 prescribes the form of the summary sheet which should accompany each draft and final environmental statement.

7. Federal agencies to be consulted in connection with preparation of environmental statement. A Federal agency considering an action requiring an environmental statement, on the basis of (i) a draft environmental statement for which it takes responsibility or (ii) comparable information followed by a hearing subject to the provisions of the Administrative Procedure Act, should

consult with, and obtain the comment of the environmental impact of the action of, Federal agencies with jurisdiction by law or special expertise with respect to any environmental impact involved. These Federal agencies include components of (depending on the aspect or aspects of the environment):

Advisory Council on Historic Preservation.  
Department of Agriculture.  
Department of Commerce.  
Department of Defense.  
Department of Health, Education, and Welfare.  
Department of Housing and Urban Development.  
Department of the Interior.  
Department of State.  
Department of Transportation.  
Atomic Energy Commission.  
Federal Power Commission.  
Environmental Protection Agency.  
Office of Economic Opportunity.

For actions specifically affecting the environment of their geographic jurisdictions, the following Federal and Federal-State agencies are also to be consulted:

Tennessee Valley Authority.  
Appalachian Regional Commission.  
National Capital Planning Commission.  
Delaware River Basin Commission.  
Susquehanna River Basin Commission.

Agencies seeking comment should determine which one or more of the above listed agencies are appropriate to consult on the basis of the areas of expertise identified in Appendix 2 to these guidelines. It is recommended (i) that the above listed departments and agencies establish contact points, which often are most appropriately regional offices, for providing comments on the environmental statements and (ii) that departments from which comment is solicited coordinate and consolidate the comments of their component entities. The requirement in section 102(2)(C) to obtain comment from Federal agencies having jurisdiction or special expertise is in addition to any specific statutory obligation of any Federal agency to coordinate or consult with any other Federal or State agency. Agencies seeking comment may establish time limits of not less than thirty (30) days for reply, after which it may be presumed, unless the agency consulted requests a specified extension of time, that the agency consulted has no comment to make. Agencies seeking comment should endeavor to comply with requests for extensions of time of up to fifteen (15) days.

8. *Interim EPA procedures for implementation of section 309 of the Clean Air Act, as amended.* (a) Section 309 of the Clean Air Act, as amended, provides:

Sec. 309. (a) The Administrator shall review and comment in writing on the environmental impact of any matter relating to duties and responsibilities granted pursuant to this Act or other provisions of the authority of the Administrator, contained in any (1) legislation proposed by any Federal department or agency, (2) newly authorized Federal projects for construction and any major Federal agency action (other than a project for construction) to which section 102(2)(C) of Public Law 91-190 applies, and (3) proposed regulations published by any

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department or agency of the Federal Government. Such written comment shall be made public at the conclusion of any such review.

(b) In the event the Administrator determines that any such legislation, action, or regulation is unsatisfactory from the standpoint of public health or welfare or environmental quality, he shall publish his determination and the matter shall be referred to the Council on Environmental Quality.

(b) Accordingly, wherever an agency action related to air or water quality, noise abatement and control, pesticide regulation, solid waste disposal, radiation criteria and standards, or other provisions of the authority of the Administrator if the Environmental Protection Agency is involved, including his enforcement authority, Federal agencies are required to submit for review and comment by the Administrator in writing: (i) proposals for new Federal construction projects and other major Federal agency actions to which section 102(2)(C) of the National Environmental Policy Act applies and (ii) proposed legislation and regulations, whether or not section 102(2)(C) of the National Environmental Policy Act applies. (Actions requiring review by the Administrator do not include litigation or enforcement proceedings.) The Administrator's comments shall constitute his comments for the purposes of both section 309 of the Clean Air Act and section 102(2)(C) of the National Environmental Policy Act. A period of 45 days shall be allowed for such review. The Administrator's written comment shall be furnished to the responsible Federal department or agency, to the Council on Environmental Quality and summarized in a notice published in the FEDERAL REGISTER. The public may obtain copies of such comment on request from the Environmental Protection Agency.

9. *State and local review.* Where no public hearing has been held on the proposed action at which the appropriate State and local review has been invited, and where review of the environmental impact of the proposed action by State and local agencies authorized to develop and enforce environmental standards is relevant, such State and local review shall be provided as follows:

(a) For direct Federal development projects and projects assisted under programs listed in Attachment D of the Office of Management and Budget Circular No. A-95, review of draft environmental statements by State and local governments will be through procedures set forth under Part I of Circular No. A-95.

(b) Where these procedures are not appropriate and where a proposed action affects matters within their jurisdiction, review of the draft environmental statement on a proposed action by State and local agencies authorized to develop and enforce environmental standards and their comments on the environmental impact of the proposed action may be obtained directly or by distributing the draft environmental statement to the appropriate State, regional and metropolitan clearinghouses unless the Governor of the State involved has designated some other point for obtaining this review.

10. *Use of statements in agency review processes; distribution to Council on Environmental Quality; availability to public.* (a) Agencies will need to identify at what stage or stages of a series of actions relating to a particular matter the environmental statement procedures of this directive will be applied. It will often be necessary to use the procedures both in the development of a national program and in the review of proposed projects within the national program. However, where a grant-in-aid program does not entail prior approval by Federal agencies of specific projects the view of Federal, State, and local agencies in the legislative process may have to suffice. The principle to be applied is to obtain views of other agencies at the earliest feasible time in the development of program and project proposals. Care should be exercised so as not to duplicate the clearance process, but when actions being considered differ significantly from those that have already been reviewed pursuant to section 102(2)(C) of the Act an environmental statement should be provided.

(b) Ten (10) copies of draft environmental statements (when prepared), ten (10) copies of all comments made thereon (to be forwarded to the Council by the entity making comment at the time comment is forwarded to the responsible agency), and ten (10) copies of the final text of environmental statements (together with all comments received thereon by the responsible agency from Federal, State, and local agencies and from private organizations and individuals) shall be supplied to the Council on Environmental Quality in the Executive Office of the President (this will serve as making environmental statements available to the President). It is important that draft environmental statements be prepared and circulated for comment and furnished to the Council early enough in the agency review process before an action is taken in order to permit meaningful consideration of the environmental issues involved. To the maximum extent practicable no administrative action (i.e., any proposed action to be taken by the agency other than agency proposals for legislation to Congress or agency reports on legislation) subject to section 102(2)(C) is to be taken sooner than ninety (90) days after a draft environmental statement has been circulated for comment, furnished to the Council and, except where advance public disclosure will result in significantly increased costs of procurement to the Government, made available to the public pursuant to these guidelines; neither should such administrative action be taken sooner than thirty (30) days after the final text of an environmental statement (together with comments) has been made available to the Council and the public. If the final text of an environmental statement is filed within ninety (90) days after a draft statement has been circulated for comment, furnished to the Council and

made public pursuant to this section of these guidelines, the thirty (30) day period and ninety (90) day period may run concurrently to the extent that they overlap.

(c) With respect to recommendations or reports on proposals for legislation to which section 102(2)(C) applies, the final text of the environmental statement and comments thereon should be available to the Congress and to the public in support of the proposed legislation or report. In cases where the scheduling of congressional hearings on recommendations or reports on proposals for legislation which the Federal agency has forwarded to the Congress does not allow adequate time for the completion of a final text of an environmental statement (together with comments), a draft environmental statement may be furnished to the Congress and made available to the public pending transmittal of the comments as received and the final text.

(d) Where emergency circumstances make it necessary to take an action with significant environmental impact without observing the provisions of these guidelines concerning minimum periods for agency review and advance availability of environmental statements, the Federal agency proposing to take the action should consult with the Council on Environmental Quality about alternative arrangements. Similarly, where there are overriding considerations of expense to the Government or impaired program effectiveness, the responsible agency should consult the Council concerning appropriate modifications of the minimum periods.

(e) In accord with the policy of the National Environmental Policy Act and Executive Order 11514 agencies have a responsibility to develop procedures to insure the fullest practicable provision of timely public information and understanding of Federal plans and programs with environmental impact in order to obtain the views of interested parties. These procedures shall include, whenever appropriate, provision for public hearings, and shall provide the public with relevant information, including information on alternative courses of action. Agencies which hold hearings on proposed administrative actions or legislation should make the draft environmental statement available to the public at least fifteen (15) days prior to the time of the relevant hearings except where the agency prepares the draft statement on the basis of a hearing subject to the Administrative Procedure Act and preceded by adequate public notice and information to identify the issues and obtain the comments provided for in sections 6-9 of these guidelines.

(f) The agency which prepared the environmental statement is responsible for making the statement and the comments received available to the public pursuant to the provisions of the Freedom of Information Act (5 U.S.C., sec. 552), without regard to the exclusion of interagency memoranda when such



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memoranda transmit comments of Federal agencies listed in section 7 of these guidelines upon the environmental impact of proposed actions subject to section 102(2)(C).

(g) Agency procedures prepared pursuant to section 3 of these guidelines shall implement these public information requirements and shall include arrangements for availability of environmental statements and comments at the head and appropriate regional offices of the responsible agency and at appropriate State, regional, and metropolitan clearinghouses unless the Governor of the State involved designates some other point for receipt of this information.

11. *Application of section 102(2)(C) procedure to existing projects and programs.* To the maximum extent practicable the section 102(2)(C) procedure should be applied to further major Federal actions having a significant effect on the environment even though they arise from projects or programs initiated prior to enactment of the Act on January 1, 1970. Where it is not practicable to reassess the basic course of action, it is still important that further incremental major actions be shaped so as to minimize adverse environmental consequences. It is also important in further action that account be taken of environmental consequences not fully evaluated at the outset of the project or program.

12. *Supplementary guidelines, evaluation of procedures.* (a) The Council on Environmental Quality after examining environmental statements and agency procedures with respect to such statements will issue such supplements to these guidelines as are necessary.

(b) Agencies will continue to assess their experience in the implementation of the section 102(2)(C) provisions of the Act and in conforming with these guidelines and report thereon to the Council on Environmental Quality by December 1, 1971. Such reports should include an identification of the problem areas and suggestions for revision or clarification of these guidelines to achieve effective coordination of views on environmental aspects (and alternative, where appropriate) of proposed actions without imposing unproductive administrative procedures.

RUSSELL E. TRAIN,  
Chairman.

## APPENDIX I

(Check one) ( ) Draft. ( ) Final Environmental Statement.

Name of Responsible Federal Agency (with name of operating division where appropriate).

1. Name of Action. (Check one) ( ) Administrative Action. ( ) Legislative Action.

2. Brief description of action indicating what States (and counties) particularly affected.

3. Summary of environmental impact and adverse environmental effects.

4. List alternatives considered.

5. a. (For draft statements) List all Federal, State, and local agencies from which comments have been requested.

b. (For final statements) List all Federal, State, and local agencies and other sources

from which written comments have been received.

6. Dates draft statement and final statement made available to Council on Environmental Quality and public.

APPENDIX II--FEDERAL AGENCIES WITH JURISDICTION BY LAW OR SPECIAL EXPERTISE TO COMMENT ON VARIOUS TYPES OF ENVIRONMENTAL IMPACTS

## AIR

*Air Quality and Air Pollution Control*

Department of Agriculture--

Forest Service (effects on vegetation).

Department of Health, Education, and Welfare (Health aspects).

Environmental Protection Agency--

Air Pollution Control Office.

Department of the Interior--

Bureau of Mines (fossil and gaseous fuel combustion).

Bureau of Sport Fisheries and Wildlife (wildlife).

Department of Transportation--

Assistant Secretary for Systems Development and Technology (auto emissions).

Coast Guard (vessel emissions).

Federal Aviation Administration (aircraft emissions).

*Weather Modification*

Department of Commerce--

National Oceanic and Atmospheric Administration.

Department of Defense--

Department of the Air Force.

Department of the Interior--

Bureau of Reclamation.

## ENERGY

*Environmental Aspects of Electric Energy Generation and Transmission*

Atomic Energy Commission (nuclear power).

Environmental Protection Agency--

Water Quality Office.

Air Pollution Control Office.

Department of Agriculture--

Rural Electrification Administration (rural areas).

Department of Defense--

Army Corps of Engineers (hydro-facilities).

Federal Power Commission (hydro-facilities and transmission lines).

Department of Housing and Urban Development (urban areas).

Department of the Interior--(facilities on Government lands).

*Natural Gas Energy Development, Transmission and Generation*

Federal Power Commission (natural gas production, transmission and supply).

Department of the Interior--

Geological Survey.

Bureau of Mines.

## HAZARDOUS SUBSTANCES

*Toxic Materials*

Department of Commerce--

National Oceanic and Atmospheric Administration.

Department of Health, Education and Welfare (Health aspects).

Environmental Protection Agency.

Department of Agriculture--

Agricultural Research Service.

Consumer and Marketing Service.

Department of Defense.

Department of the Interior--

Bureau of Sport Fisheries and Wildlife.

*Pesticides*

Department of Agriculture--

Agricultural Research Service (biological controls, food and fiber production).

Consumer and Marketing Service.

Forest Service.

Department of Commerce--

National Marine Fisheries Service.

National Oceanic and Atmospheric Administration.

Environmental Protection Agency--

Office of Pesticides.

Department of the Interior--

Bureau of Sport Fisheries and Wildlife (effects on fish and wildlife).

Bureau of Land Management.

Department of Health, Education, and Welfare (Health aspects).

*Herbicides*

Department of Agriculture--

Agricultural Research Service.

Forest Service.

Environmental Protection Agency--

Office of Pesticides.

Department of Health, Education, and Welfare (Health aspects).

Department of the Interior--

Bureau of Sport Fisheries and Wildlife.

Bureau of Land Management.

Bureau of Reclamation.

*Transportation and Handling of Hazardous Materials*

Department of Commerce--

Maritime Administration.

National Marine Fisheries Service.

National Oceanic and Atmospheric Administration (Impact on marine life).

Department of Defense--

Armed Services Explosive Safety Board.

Army Corps of Engineers (navigable waterways).

Department of Health, Education, and Welfare--

Office of the Surgeon General (Health aspects).

Department of Transportation--

Federal Highway Administration Bureau of Motor Carrier Safety.

Coast Guard.

Federal Railroad Administration.

Federal Aviation Administration.

Assistant Secretary for Systems Development and Technology.

Office of Hazardous Materials.

Office of Pipeline Safety.

Environmental Protection Agency (hazardous substances).

Atomic Energy Commission (radioactive substances).

## LAND USE AND MANAGEMENT

*Coastal Areas: Wetlands, Estuaries, Waterfowl Refuges, and Beaches*

Department of Agriculture--

Forest Service.

Department of Commerce--

National Marine Fisheries Service (impact on marine life).

National Oceanic and Atmospheric Administration (impact on marine life).

Department of Transportation--

Coast Guard (bridges, navigation).

Department of Defense--

Army Corps of Engineers (beaches, dredge and fill permits, Refuse Act permits).

Department of the Interior--

Bureau of Sport Fisheries and Wildlife.

National Park Service.

U.S. Geological Survey (coastal geology).

Bureau of Outdoor Recreation (beaches).

Department of Agriculture--

Soil Conservation Service (soil stability, hydrology).

Environmental Protection Agency--

Water Quality Office.

*Historic and Archeological Sites*

Department of the Interior--

National Park Service.

Advisory Council on Historic Preservation.

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should prepare an environmental statement if it is reasonable to anticipate a cumulatively significant impact on the environment from Federal action. "Lead agency" refers to the Federal agency which has primary authority for committing the Federal Government to a course of action with significant environmental impact. As necessary, the Council on Environmental Quality will assist in resolving questions of lead agency determination.

(c) Section 101(b) of the Act indicates the broad range of aspects of the environment to be surveyed in any assessment of significant effect. The Act also indicates that adverse significant effects include those that degrade the quality of the environment, curtail the range of beneficial uses of the environment, and serve short-term, to the disadvantage of long-term, environmental goals. Significant effects can also include actions which may have both beneficial and detrimental effects, even if, on balance, the agency believes that the effect will be beneficial. Significant adverse effects on the quality of the human environment include both those that directly affect human beings and those that indirectly affect human beings through adverse effects on the environment.

(d) Because of the Act's legislative history, environmental protective regulatory activities concurred in or taken by the Environmental Protection Agency are not deemed actions which require the preparation of environmental statements under section 102(2)(C) of the Act.

6. *Content of environmental statement.* (a) The following points are to be covered:

(i) A description of the proposed action including information and technical data adequate to permit a careful assessment of environmental impact by commenting agencies. Where relevant, maps should be provided.

(ii) The probable impact of the proposed action on the environment, including impact on ecological systems such as wildlife, fish, and marine life. Both primary and secondary significant consequences for the environment should be included in the analysis. For example, the implications, if any, of the action for population distribution or concentration should be estimated and an assessment made of the effect of any possible change in population patterns upon the resource base, including land use, water, and public services, of the area in question.

(iii) Any probable adverse environmental effects which cannot be avoided (such as water or air pollution, undesirable land use patterns, damage to life systems, urban congestion, threats to health or other consequences adverse to the environmental goals set out in section 101(b) of the Act).

(iv) Alternatives to the proposed action (section 102(2)(F) of the Act requires the responsible agency to "study, develop, and describe appropriate alternatives to recommended courses of action in any proposal which involves

unresolved conflicts concerning alternative uses of available resources"). A rigorous exploration and objective evaluation of alternative actions that might avoid some or all of the adverse environmental effects is essential. Sufficient analysis of such alternatives and their costs and impact on the environment should accompany the proposed action through the agency review process in order not to foreclose prematurely options which might have less detrimental effects.

(v) The relationship between local short-term uses of man's environment and the maintenance and enhancement of long-term productivity. This in essence requires the agency to assess the action for cumulative and long-term effects from the perspective that each generation is trustee of the environment for succeeding generations.

(vi) Any irreversible and irretrievable commitments of resources which would be involved in the proposed action should it be implemented. This requires the agency to identify the extent to which the action curtails the range of beneficial uses of the environment.

(vii) Where appropriate, a discussion of problems and objections raised by other Federal, State, and local agencies and by private organizations and individuals in the review process and the disposition of the issues involved. (This section may be added at the end of the review process in the final text of the environmental statement.)

(b) With respect to water quality aspects of the proposed action which have been previously certified by the appropriate State or interstate organization as being in substantial compliance with applicable water quality standards, the comment of the Environmental Protection Agency should also be requested.

(c) Each environmental statement should be prepared in accordance with the precept in section 102(2)(A) of the Act that all agencies of the Federal Government "utilize a systematic, interdisciplinary approach which will insure the integrated use of the natural and social sciences and the environmental design arts in planning and decisionmaking which may have an impact on man's environment."

(d) Where an agency follows a practice of declining to favor an alternative until public hearings have been held on a proposed action, a draft environmental statement may be prepared and circulated indicating that two or more alternatives are under consideration.

(e) Appendix 1 prescribes the form of the summary sheet which should accompany each draft and final environmental statement.

7. Federal agencies to be consulted in connection with preparation of environmental statement. A Federal agency considering an action requiring an environmental statement, on the basis of (i) a draft environmental statement for which it takes responsibility or (ii) comparable information followed by a hearing subject to the provisions of the Administrative Procedure Act, should

consult with, and obtain the comment of, the environmental impact of the action of, Federal agencies with jurisdiction by law or special expertise with respect to any environmental impact involved. These Federal agencies include components of (depending on the aspect or aspects of the environment):

Advisory Council on Historic Preservation,  
Department of Agriculture,  
Department of Commerce,  
Department of Defense,  
Department of Health, Education, and Welfare,  
Department of Housing and Urban Development,  
Department of the Interior,  
Department of State,  
Department of Transportation,  
Atomic Energy Commission,  
Federal Power Commission,  
Environmental Protection Agency,  
Office of Economic Opportunity.

For actions specifically affecting the environment of their geographic jurisdictions, the following Federal and Federal-State agencies are also to be consulted:

Tennessee Valley Authority,  
Appalachian Regional Commission,  
National Capital Planning Commission,  
Delaware River Basin Commission,  
Susquehanna River Basin Commission.

Agencies seeking comment should determine which one or more of the above listed agencies are appropriate to consult on the basis of the areas of expertise identified in Appendix 2 to these guidelines. It is recommended (i) that the above listed departments and agencies establish contact points, which often are most appropriately regional offices, for providing comments on the environmental statements and (ii) that departments from which comment is solicited coordinate and consolidate the comments of their component entities. The requirement in section 102(3)(C) to obtain comment from Federal agencies having jurisdiction or special expertise is in addition to any specific statutory obligation of any Federal agency to coordinate or consult with any other Federal or State agency. Agencies seeking comment may establish time limits of not less than thirty (30) days for reply, after which it may be presumed, unless the agency consulted requests a specified extension of time, that the agency consulted has no comment to make. Agencies seeking comment should endeavor to comply with requests for extensions of time of up to fifteen (15) days.

8. *Interim EPA procedures for implementation of section 309 of the Clean Air Act, as amended.* (a) Section 309 of the Clean Air Act, as amended, provides:

Sec. 309. (a) The Administrator shall review and comment in writing on the environmental impact of any matter relating to duties and responsibilities granted pursuant to this Act or other provisions of the authority of the Administrator, contained in any (1) legislation proposed by any Federal department or agency, (2) newly authorized Federal projects for construction and any major Federal agency action (other than a project for construction) to which section 102(2)(C) of Public Law 91-190 applies, and (3) proposed regulations published by any

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## NOTICES

Department of Housing and Urban Development (urban areas).

*Flood Plains and Watersheds*

Department of Agriculture—  
Agricultural Stabilization and Research Service.  
Soil Conservation Service.  
Forest Service.  
Department of the Interior—  
Bureau of Outdoor Recreation.  
Bureau of Reclamation.  
Bureau of Sport Fisheries and Wildlife.  
Bureau of Land Management.  
U.S. Geological Survey.  
Department of Housing and Urban Development (urban areas).  
Department of Defense—  
Army Corps of Engineers.

*Mineral Land Reclamation*

Appalachian Regional Commission.  
Department of Agriculture—  
Forest Service.  
Department of the Interior—  
Bureau of Mines.  
Bureau of Outdoor Recreation.  
Bureau of Sport Fisheries and Wildlife.  
Bureau of Land Management.  
U.S. Geological Survey.  
Tennessee Valley Authority.

*Parks, Forests, and Outdoor Recreation*

Department of Agriculture—  
Forest Service.  
Soil Conservation Service.  
Department of the Interior—  
Bureau of Land Management.  
National Park Service.  
Bureau of Outdoor Recreation.  
Bureau of Sport Fisheries and Wildlife.  
Department of Defense—  
Army Corps of Engineers.  
Department of Housing and Urban Development (urban areas).

*Soil and Plant Life, Sedimentation, Erosion and Hydrologic Conditions*

Department of Agriculture—  
Soil Conservation Service.  
Agricultural Research Service.  
Forest Service.  
Department of Defense—  
Army Corps of Engineers (dredging, aquatic plants).  
Department of Commerce—  
National Oceanic and Atmospheric Administration.  
Department of the Interior—  
Bureau of Land Management.  
Bureau of Sport Fisheries and Wildlife.  
Geological Survey.  
Bureau of Reclamation.

## NOISE

*Noise Control and Abatement*

Department of Health, Education, and Welfare (Health aspects).  
Department of Commerce—  
National Bureau of Standards.  
Department of Transportation—  
Assistant Secretary for Systems Development and Technology.  
Federal Aviation Administration (Office of Noise Abatement).  
Environmental Protection Agency (Office of Noise).  
Department of Housing and Urban Development (urban land use aspects, building materials standards).

## PHYSIOLOGICAL HEALTH AND HUMAN WELL BEING

*Chemical Contamination of Food Products*  
Department of Agriculture—  
Consumer and Marketing Service.

Department of Health, Education, and Welfare (Health aspects).  
Environmental Protection Agency—  
Office of Pesticides (economic poisons).

*Food Additives and Food Sanitation*

Department of Health, Education, and Welfare (Health aspects).  
Environmental Protection Agency—  
Office of Pesticides (economic poisons, e.g., pesticide residues).  
Department of Agriculture—  
Consumer Marketing Service (meat and poultry products).

*Microbiological Contamination*

Department of Health, Education, and Welfare (Health aspects).

*Radiation and Radiological Health*

Department of Commerce—  
National Bureau of Standards.  
Atomic Energy Commission.  
Environmental Protection Agency—  
Office of Radiation.  
Department of the Interior—  
Bureau of Mines (uranium mines).

*Sanitation and Waste Systems*

Department of Health, Education, and Welfare (Health aspects).  
Department of Defense—  
Army Corps of Engineers.  
Environmental Protection Agency—  
Solid Waste Office.  
Water Quality Office.  
Department of Transportation—  
U.S. Coast Guard (ship sanitation).  
Department of the Interior—  
Bureau of Mines (mineral waste and recycling, mine acid wastes, urban solid wastes).  
Bureau of Land Management (solid wastes on public lands).  
Office of Saline Water (demineralization of liquid wastes).

*Shellfish Sanitation*

Department of Commerce—  
National Marine Fisheries Service.  
National Oceanic and Atmospheric Administration.  
Department of Health, Education, and Welfare (Health aspects).  
Environmental Protection Agency—  
Office of Water Quality.

## TRANSPORTATION

*Air Quality*

Environmental Protection Agency—  
Air Pollution Control Office.  
Department of Transportation—  
Federal Aviation Administration.  
Department of the Interior—  
Bureau of Outdoor Recreation.  
Bureau of Sport Fisheries and Wildlife.  
Department of Commerce—  
National Oceanic and Atmospheric Administration (meteorological conditions).

*Water Quality*

Environmental Protection Agency—  
Office of Water Quality.  
Department of the Interior—  
Bureau of Sport Fisheries and Wildlife.  
Department of Commerce—  
National Oceanic and Atmospheric Administration (impact on marine life and ocean monitoring).  
Department of Defense—  
Army Corps of Engineers.  
Department of Transportation—  
Coast Guard.

## URBAN

*Congestion in Urban Areas, Housing and Building Displacement*

Department of Transportation—  
Federal Highway Administration.  
Federal Highway Administration.  
Office of Economic Opportunity.  
Department of Housing and Urban Development.  
Department of the Interior—  
Bureau of Outdoor Recreation.  
*Environmental Effects With Special Impact in Low-Income Neighborhoods*

Department of the Interior—  
National Park Service.  
Office of Economic Opportunity.  
Department of Housing and Urban Development (urban areas).  
Department of Commerce (economic development areas).  
Economic Development Administration.  
Department of Transportation—  
Urban Mass Transportation Administration.

*Rodent Control*

Department of Health, Education, and Welfare (Health aspects).  
Department of Housing and Urban Development (urban areas).

*Urban Planning*

Department of Transportation—  
Federal Highway Administration.  
Department of Housing and Urban Development.  
Environmental Protection Agency.  
Department of the Interior—  
Geological Survey.  
Bureau of Outdoor Recreation.  
Department of Commerce—  
Economic Development Administration.

## WATER

*Water Quality and Water Pollution Control*

Department of Agriculture—  
Soil Conservation Service.  
Forest Service.  
Department of the Interior—  
Bureau of Reclamation.  
Bureau of Land Management.  
Bureau of Sport Fisheries and Wildlife.  
Bureau of Outdoor Recreation.  
Geological Survey.  
Office of Saline Water.  
Environmental Protection Agency—  
Water Quality Office.  
Department of Health, Education, and Welfare (Health aspects).  
Department of Defense—  
Army Corps of Engineers.  
Department of the Navy (ship pollution control).  
Department of Transportation—  
Coast Guard (oil spills, ship sanitation).  
Department of Commerce—  
National Oceanic and Atmospheric Administration.

*Marine Pollution*

Department of Commerce—  
National Oceanic and Atmospheric Administration.  
Department of Transportation—  
Coast Guard.  
Department of Defense—  
Army Corps of Engineers.  
Office of Oceanographer of the Navy.

*River and Canal Regulation and Stream Channelization*

Department of Agriculture—  
Soil Conservation Service.  
Department of Defense—  
Army Corps of Engineers.



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Department of the Interior—  
Bureau of Reclamation,  
Geological Survey,  
Bureau of Sport Fisheries and Wildlife,  
Department of Transportation—  
Coast Guard.

## WILDLIFE

Environmental Protection Agency,  
Department of Agriculture—  
Forest Service,  
Soil Conservation Service.

Department of the Interior—  
Bureau of Sport Fisheries and Wildlife,  
Bureau of Land Management,  
Bureau of Outdoor Recreation.

FEDERAL AGENCY OFFICES FOR RECEIVING AND  
COORDINATING COMMENTS UPON ENVIRON-  
MENTAL IMPACT STATEMENTS

## ADVISORY COUNCIL ON HISTORIC PRESERVATION

Robert Garvey, Executive Director, Suite 618,  
801 19th Street NW., Washington, DC 20003,  
343-8607.

## DEPARTMENT OF AGRICULTURE

Dr. T. C. Byerly, Office of the Secretary,  
Washington, D.C., 20250, 388-7808.

## APPALACHIAN REGIONAL COMMISSION

Orville H. Lerch, Alternate Federal Co-Chair-  
man, 1686 Connecticut Avenue NW., Wash-  
ington, DC 20235, 967-4103.

DEPARTMENT OF THE ARMY (CORPS OF  
ENGINEERS)

Col. J. B. Newman, Executive Director  
of Civil Works, Office of the Chief of En-  
gineers, Washington, D.C. 20314, 693-7169.

## ATOMIC ENERGY COMMISSION

For nonregulatory matters: Joseph J. Di-  
Nunno, Director, Office of Environmental  
Affairs, Washington, D.C. 20545, 973-5391.

For regulatory matters: Christopher L. Hen-  
derson, Assistant Director for Regulation,  
Washington, D.C. 20545, 973-7531.

## DEPARTMENT OF COMMERCE

Dr. Sydney E. Galler, Deputy Assistant Sec-  
retary for Environmental Affairs, Washing-  
ton, D.C. 20230, 967-4335.

## DEPARTMENT OF DEFENSE

Dr. Louis M. Rousselot, Assistant Secretary  
for Defense (Health and Environment),  
Room 3E172, The Pentagon, Washington,  
DC 20301, 697-2111.

## DELAWARE RIVER BASIN COMMISSION

W. Brinton Whitall, Secretary, Post Office  
Box 360, Trenton, NJ 08603, 609-883-9500.

## ENVIRONMENTAL PROTECTION AGENCY

Charles Fabrikant, Director of Impact State-  
ments Office, 1626 K Street NW., Wash-  
ington, DC 20460, 632-7719.

## FEDERAL POWER COMMISSION

Frederick H. Warren, Commission's Advisor  
on Environmental Quality, 441 G Street  
NW., Washington, DC 20426, 386-6084.

## GENERAL SERVICES ADMINISTRATION

Rod Kreger, Deputy Administrator, General  
Services Administration-AD, Washington,  
D.C. 20405, 343-6077.

Alternate contact: Aaron Woloshin, Director,  
Office of Environmental Affairs, General  
Services Administration-ADF, 343-4161.

DEPARTMENT OF HEALTH, EDUCATION AND  
WELFARE

Roger O. Egeberg, Assistant Secretary for  
Health and Science Affairs, HEW North  
Building, Washington, D.C. 20202, 863-4254.

DEPARTMENT OF HOUSING AND URBAN  
DEVELOPMENT<sup>1</sup>

Charles Orlebeke, Deputy Under Secretary,  
451 Seventh Street SW., Washington, DC  
20410, 755-6960.

Alternate contact: George Wright, Office of  
the Deputy Under Secretary, 755-8192.

<sup>1</sup> Contact the Deputy Under Secretary with  
regard to environmental impacts of legisla-  
tion, policy statements, program regulations  
and procedures, and precedent-making proj-  
ect decisions. For all other HUD consultation,  
contact the HUD Regional Administrator  
in whose jurisdiction the project lies, as  
follows:

James J. Barry, Regional Administrator I,  
Attention: Environmental Clearance Of-  
ficer, Room 405, John F. Kennedy Federal  
Building, Boston, MA 02203, 617-423-4066.

S. William Green, Regional Administrator II,  
Attention: Environmental Clearance Of-  
ficer, 26 Federal Plaza, New York, NY 10007,  
212-264-3068.

Warren P. Phelan, Regional Administrator  
III, Attention: Environmental Clearance  
Officer, Curtis Building, Sixth and Walnut  
Street, Philadelphia, PA 19106, 215-597-  
2560.

Edward H. Baxter, Regional Administrator  
IV, Attention: Environmental Clearance  
Officer, Peachtree-Seventh Building, At-  
lanta, GA 30323, 404-526-5595.

George Vavoulis, Regional Administrator V,  
Attention: Environmental Clearance Of-  
ficer, 360 North Michigan Avenue, Chicago,  
IL 60601, 312-353-5680.

## DEPARTMENT OF THE INTERIOR

Jack O. Horton, Deputy Assistant Secretary  
for Programs, Washington, D.C. 20240, 343-  
6181.

## NATIONAL CAPITAL PLANNING COMMISSION

Charles H. Conrad, Executive Director, Wash-  
ington, D.C. 20576, 382-1163.

## OFFICE OF ECONOMIC OPPORTUNITY

Frank Carlucci, Director, 1200 19th Street,  
NW., Washington, DC 20509, 254-6000.

## SUSQUEHANNA RIVER BASIN COMMISSION

Alan J. Summerville, Water Resources Co-  
ordinator, Department of Environmental  
Resources, 105 South Office Building, Har-  
risburg, PA 17120, 717-787-2315.

## TENNESSEE VALLEY AUTHORITY

Dr. Francis Gartrell, Director of Environ-  
mental Research and Development, 729  
Eduey Building, Chattanooga, TN 37401,  
615-755-2002.

## DEPARTMENT OF TRANSPORTATION

Herbert P. DeSimone, Assistant Secretary for  
Environment and Urban Systems, Wash-  
ington, D.C. 20590, 436-4563.

## DEPARTMENT OF TREASURY

Richard E. Siltor, Assistant Director, Office  
of Tax Analysis, Washington, D.C. 20223,  
904-2797.

## DEPARTMENT OF STATE

Christian Herter, Jr., Special Assistant to the  
Secretary for Environmental Affairs, Wash-  
ington, D.C. 20520, 632-7904.

[PR Doc. 71-5705 Filed 4-22-71; 8:50 am]

Richard L. Morgan, Regional Administrator  
VI, Attention: Environmental Clearance  
Officer, Federal Office Building, 819 Taylor  
Street, Fort Worth, TX 76102, 817-334-  
2867.

Harry T. Morley, Jr., Regional Administrator  
VII, Attention: Environmental Clear-  
ance Officer, 911 Walnut Street, Kansas  
City, MO 64106, 816-374-2661.

Robert C. Rosenheim, Regional Administrator  
VIII, Attention: Environmental Clearance  
Officer, Samsonite Building, 1051 South  
Broadway, Denver, CO 80209, 303-637-4061.

Robert H. Balda, Regional Administrator IX,  
Attention: Environmental Clearance Of-  
ficer, 459 Golden Gate Avenue, Post Office  
Box 36003, San Francisco, CA 94102, 415-  
556-4752.

Oscar P. Pederson, Regional Administrator  
X, Attention: Environmental Clearance  
Officer, Room 228, Arcade Plaza Building,  
Seattle, WA 98101, 206-583-5415.

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ATTACHMENT B

1. Determination of what is a "major Federal action significantly affecting the quality of the human environment". This is in large part a judgment based on the circumstances of the proposed action, and the determination shall be included as a normal part of the decision-making process.

a. Types of major Federal actions requiring environmental statements include:

(1) Recommendations or reports relating to legislation with a significant environmental impact, including prospectuses for proposed new Federal buildings under the Public Buildings Act;

(2) Administrative actions such as projects and continuing activities with a significant environmental impact supported in whole or in part by a Federal agency through contracts which include procurement of space through lease-construction for Federal agency use, construction, repair and alteration of public buildings, and use of Government-owned property through lease, permit, or license;

(3) Establishment of environmental policy including regulations and procedures;

(4) Actions with significant environmental impact initiated as a result of projects or programs started prior to January 1, 1970, the date of enactment of the Act; and

(5) Any proposed action which is likely to be environmentally controversial.

b. Actions significantly affecting the human environment can be construed to be those that:

(1) Degrade environmental quality even if beneficial effects outweigh the detrimental ones;

(2) Curtail range of possible beneficial uses of the environment including irreversible and irretrievable commitments of resources;

(3) Serve short-term rather than long-term environmental goals;

(4) May be localized in their effect, but nevertheless, have a harmful environmental impact; and

(5) Are attributable to many small actions, possibly taken over a period of time, that collectively have an adverse impact on the environment.

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c. Environmental subject areas include, but are not limited to:

- (1) Ecological systems such as wildlife, fish, and other marine life;
- (2) Human population distribution changes and its effect upon urban congestion (including vehicular traffic), water supply, sewage treatment facilities, other public services, and threats to health;
- (3) Actions which directly and indirectly affect human beings through water, air, and noise pollution, and undesirable land use patterns; and
- (4) Actions which impact upon the historic, cultural, and natural aspects of our national heritage.

*large* 2. Major actions having no environmental impact. If a proposed major Federal action is determined not to "significantly affect the quality of the human environment" and not to warrant the preparation of an environmental statement, the Regional Director shall immediately notify the Commissioner, PBS, in writing, and that office will so advise the Office of Environmental Affairs (ADF). The Commissioner, PBS, upon concurrence from the Office of Environmental Affairs, will notify the Regional Director when to proceed with the action.

3. Actions having an environmental impact. If the Regional Director determines that the action constitutes a "major Federal action significantly affecting the quality of the human environment", an environmental statement shall be prepared.

4. Responsibility for environmental statement preparation in multi-agency actions. When two or more agencies are involved in an action, the "lead agency" (the one having primary authority for committing the Federal Government to a course of action) shall prepare the statement. Where there is a question as to primary authority, the Commissioner, PBS, will report the conflict to the Office of Environmental Affairs, for resolution. In cases where GSA is the "lead agency" but one or more other agencies have partial responsibility for an action, the other agencies shall be requested to provide such information to the responsible PBS official as may be necessary to prepare a suitable and complete environmental statement.

5. Preparation of draft environmental statements.

a. Each environmental statement shall be prepared in accordance with the precept in section 102(2)(A) of the Act that all agencies of the Federal Government "utilize a systematic, inter-disciplinary approach which will insure the integrated use of the natural and social sciences and the environmental design arts in planning and decision-making which may have an impact on man's environment"

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b. It is advisable, in the early stages of draft environmental statement preparation, for the Regional Director to consult with those Federal, State, and local agencies possessing environmental expertise on potential impacts of a proposed action. This will assist in providing the necessary data and guidance for the analyses required to be included in environmental statements as described below.

c. Technical content:

(1) A description of the proposed action and/or a reasonable number of alternatives including the information and technical data adequate to permit a careful assessment of the environmental impact of proposed action(s) by commenting agencies. If appropriate, three copies of site maps and/or topographic maps at suitable scales showing the property and the surrounding area shall be provided.

(2) The probable impact of the proposed action(s) on the environment, including impact on ecological systems such as wildlife, fish, and marine life. Consequences of direct and indirect impacts on the environment shall be included in the analysis. For example, any effect of the action on population distribution or concentration shall be estimated and an assessment made of the effect of any possible change in population patterns upon the resources of the area including land use, water supply, public services, and traffic patterns.

(3) Any probable adverse environmental effects that cannot be avoided, such as water or air pollution, undesirable land use patterns, damage to life systems, urban congestion, threats to health, or other consequences adverse to the environmental goals set out in section 101(b) of the Act.

(4) Section 102(2)(D) of the Act requires the responsible agency to "study, develop, and describe appropriate alternatives to recommended courses of action in any proposal which involves unresolved conflicts concerning alternative uses of available resources". A rigorous exploration and objective evaluation of possible alternative actions that might avoid some or all of the adverse environmental effects is essential. Sufficient analysis of such alternatives and their costs and impact on the environment shall accompany the proposed action(s) through the agency review process so as not to prematurely foreclose consideration by the Central Office of options which might have less detrimental effects.

(5) The relationship between local short-term uses of man's environment and maintenance and enhancement of long-term productivity shall be discussed. This in essence requires assessment of the action(s) for cumulative and long-term effects from the perspective that each generation is trustee of the environment for succeeding generations.

(6) Any irreversible and irretrievable commitments of resources

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which would be involved in the proposed action(s) should it be implemented. Identify the extent to which the action(s) curtails the range of beneficial uses of the environment.

(7) When prepared, a cost benefit analysis on the proposed action(s) shall be included.

d. Format requirements:

(1) Draft and final environmental statements shall be prepared on 8 1/2" x 11" paper in clear black type;

(2) A cover page shall be prepared for each statement following the format prescribed in Figure 1 containing all essential bibliographic information to facilitate subsequent identification and retrieval; and

(3) A summary sheet shall be prepared in accordance with the format prescribed in Appendix 1 of the guidelines and shall be attached to the environmental statement.

6. Submission and distribution of draft environmental statements.

a. Ten copies of the draft environmental statement shall be transmitted to the Commissioner, PBS. The Commissioner, after review and approval, will submit the necessary copies of the draft environmental statement, first to the General Counsel and then to the Office of Environmental Affairs for their concurrence prior to transmittal of the statement to the Deputy Administrator. After being signed by the Deputy Administrator, the statement shall be submitted to CEQ, the appropriate Congressmen, Senators, and the Governor. In submitting the draft statement to the CEQ, a self-addressed Accession Notice Card (NTIS-79), Figure 2, shall accompany each statement. The draft environmental statement will be furnished by CEQ to the National Technical Information Service of the Department of Commerce, which will make the statement available to the public.

b. Upon receipt of the signed copy of the transmittal letter to CEQ, the Regional Director shall immediately send copies of the draft environmental statement to the appropriate city mayor and to Federal, State, and local agencies for comments. (See also subpars. c, d, and e below.) In addition, the comments of appropriate State, regional, or metropolitan clearinghouses (using the procedures in the Office of Management and Budget Circular A-95 Revised) shall be solicited unless the Governor of the state involved has designated some other point for obtaining this review. The allowable commenting period for draft environmental statements shall be 30 calendar days, except that EPA shall have a 45-day commenting period. All commenting parties shall be advised that if no reply is received within the appropriate period it will be presumed that they have no comment to offer. However, if requests for extensions are made, a maximum period of 15 calendar days may be granted whenever practicable, except for EPA which is held



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to its 45-day review period. The transmittal letters sent to commenting parties shall indicate that the draft environmental statement is based on the best information currently available.

c. The Federal agencies that shall be asked to comment on draft environmental statements are those which have "jurisdiction by law or special expertise with respect to any environmental impact involved" or "which are authorized to develop and enforce environmental standards". These Federal agencies (depending on the aspect or aspects of the environment involved) include components of the:

- (1) Advisory Council on Historic Preservation;
- (2) Department of Agriculture;
- (3) Department of Commerce;
- (4) Department of Defense;
- (5) Department of Health, Education, and Welfare;
- (6) Department of Housing and Urban Development;
- (7) Department of the Interior;
- (8) Department of State;
- (9) Department of Transportation;
- (10) Atomic Energy Commission;
- (11) Federal Power Commission;
- (12) Environmental Protection Agency; and
- (13) Office of Economic Opportunity.

For actions specifically affecting the environment of their geographic jurisdictions, the following Federal and Federal-State agencies are also to be consulted:

- (1) Tennessee Valley Authority;
- (2) Appalachian Regional Commission;
- (3) National Capital Planning Commission;
- (4) Delaware River Basin Commission; and
- (5) Susquehanna River Basin Commission.

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d. Regional PBS offices circulating draft environmental statements for comment shall have determined which of the above-listed agencies are appropriate to consult on the basis of the areas of expertise identified in Appendix 2 of the guidelines. Draft environmental statements shall be submitted for comment to the regional contact points of agencies being consulted when such offices have been established pursuant to section 7 of the guidelines.

e. In implementing the provisions of section 309 of the Clean Air Act, as amended, the responsible official will submit to the appropriate regional office of EPA for review and comment seven (7) copies of all draft environmental statements related to air or water quality, noise abatement and control, pesticide regulation, solid waste disposal, and radiation criteria and standards.

7. Preparation of final environmental statements. Whenever a draft environmental statement is prepared a final statement must also be prepared by the Regional Director, PBS, before the proposed action can be initiated. Preparation of the final statement entails attaching all comments received on the draft statement from Federal, State, and local agencies and officials, and a revision of the text of the draft to take these comments into consideration.

Copies of comments received by the Commissioner, PBS shall be referred to the regional PBS for use in preparation of the final environmental statement.

8. Submission and distribution of final environmental statements. The Regional Director, PBS shall transmit 10 copies of the final environmental statement as soon as practicable, together with the original and two copies of each agency's comments, to the Commissioner, PBS. The Commissioner after review and approval will transmit the necessary copies of the final text of the environmental statement to the Office of General Counsel and to the Office of Environmental Affairs for their concurrences. Upon concurrence the final statement will be sent to the Deputy Administrator for submission to CEQ. In submitting the final statement to the CEQ, a self-addressed Accession Notice Card (NTIS-79), Figure 2, shall accompany each such statement. The final environmental statement will be furnished by CEQ to the National Technical Information Service of the Department of Commerce, which will make the statement available to the public.

9. Time requirements for preparation and submission of draft and final environmental statements.

a. To the maximum extent practicable, no action is to be taken sooner than 90 calendar days after a draft environmental statement has been circulated for comment, and furnished to CEQ. Action also is not to be taken sooner than 30 calendar days after the final text of the environmental statement has been made available to CEQ and the public. If the final

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text of an environmental statement is filed at least 60 days after a draft statement has been furnished to CEQ and made public, the 30-day period and 90-day period may run concurrently to the extent that they overlap.

b. Time requirements prescribed in this Order shall be followed to the maximum practicable extent, except where (1) advanced public disclosure of a proposed action will result in significantly increased costs to the Government; (2) emergency circumstances make it necessary to proceed without conforming to time requirements; and (3) there would be impaired program effectiveness if such time requirements were followed. Any deviation from standard procedures must be approved by the Office of Environmental Affairs.

10. Preparation and submission of reports other than environmental statements under section 309 of the Clean Air Act, as amended. The Central Office, PBS, shall prepare reports for all proposed legislation and regulations impacting on environmental areas under the purview of EPA (see subparagraph 3(b) PBS 1095.1A and 6(e) above). These reports shall be sent to the Office of Environmental Affairs for concurrence, and as appropriate, to the General Counsel and/or the Administrator for their concurrence. The Deputy Administrator, after signing the transmittal letter, shall provide the Administrator of EPA seven (7) copies of the report. EPA shall have 45 calendar days in which to comment on the reports.

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I	
Report Number	----- GSA-PBS-R4-EIS-1
II	
Title	----- INTERNAL REVENUE SERVICE AUTOMATIC DATA PROCESSING CENTER MEMPHIS, TENNESSEE
Subtitle	----- Draft Environmental Impact Statement
Author(s)	----- James E. Smith, Regional Director
Performing organization name and address	----- Public Buildings Service General Services Administration 1776 Peachtree Street Atlanta, Georgia 30309
Date	----- August 30, 1971
III	
Sponsoring	----- Prepared for
agency name and address	----- General Services Administration 18th and F Streets, NW. Washington, D.C. 20405

Figure 1. Statement Cover Page

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PBS 1095.1A



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Figure 2. Accession Notice Card (NTIS-79)  
(Part 1 of 2)



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December 2, 1971

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